

ABSTRACT

An administration system including; at least one job directory, for storing a file on a job, in which the job directory is recorded in a recording medium; a database for recording the working state of a working subject or of the job; a client terminal; an application software employed by a client user at each client terminal; and a working directory on a client terminal provided corresponding to the working subject and the job directory. In the administration system, if a connection state, between the working subject or the working directory corresponding thereto and the job directory, is changed, the application software records information regarding the connection state of the working subject onto the database so that the working state of the job is administered.